





January 2002

IPPS Time Collection Schedule

(Central Standard Time Version)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
PPd 2002 02			1 Day 03  New Years Code 03 Holiday	2 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon	3 Day 05	4 Day 06 <div style="background-color: #FFDAB9; border: 1px solid black; padding: 2px; text-align: center;">Enter Amendments</div> <div style="background-color: #E0FFFF; border: 1px solid black; padding: 2px; text-align: center;">Enter Original Time Cards</div> <div style="background-color: #90EE90; border: 1px solid black; padding: 2px; text-align: center;">Approve Original Time Cards</div>	5 Day 07	
		6 Day 08	7 Day 09	8 Day 10	9 Day 11	10 Day 12	11 Day 13	12 Day 14
		Enter Amendments through noon Friday						
		Approve Amendments after noon Tuesday						
	Enter Original Time Cards							
Approve Original Time Cards								
PPd 2002 03	13 Day 01	14 Day 02	15 Day 03	16 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon	17 Day 05	18 Day 06	19 Day 07	
	Enter Original Time Cards				Enter Amendments			
	Approve Original Time Cards				Enter Original Time Cards			
	20 Day 08	21 Day 09  Martin Luther King Jr. Day Code 03 Holiday	22 Day 10	23 Day 11	24 Day 12	25 Day 13	26 Day 14	
	Enter Amendments through noon Friday							
Approve Amendments after noon Tuesday								
Enter Original Time Cards								
Approve Original Time Cards								
Enter Amendments								
Enter Original Time Cards								
Approve Original Time Cards								
PPd 2002 04	27 Day 01	28 Day 02	29 Day 03	30 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon	31 Day 05			
	Enter Original Time Cards							
	Approve Original Time Cards							
	Enter Amendments							
Enter Original Time Cards					Enter Amendments			
Approve Original Time Cards					Enter Original Time Cards			
Approve Original Time Cards					Approve Original Time Cards			






*****SPECIAL NOTICE*****

- **Column Summary runs on a daily basis every hour on the hour from 4am to 9pm, except for days 04 and 05.**
- **Amendment Summaries run at noon and 5:30pm Tuesday through Friday during the 2nd week of the pay period.**

February 2002

IPPS Time Collection Schedule

(Central Standard Time Version)


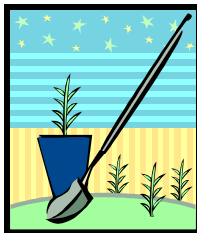



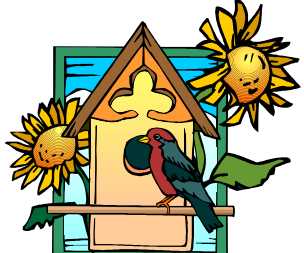
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
PPd 2002 04						1 Day 06	2 Day 07
						Enter Amendments	
						Enter Original Time Cards	
						Approve Original Time Cards	
	3 Day 08	4 Day 09	5 Day 10	6 Day 11	7 Day 12	8 Day 13	9 Day 14
	Enter Amendments through noon Friday						
			Approve Amendments after noon Tuesday				
	Enter Original Time Cards						
	Approve Original Time Cards						
PPd 2002 05	10 Day 01	11 Day 02	12 Day 03 Lincoln's Birthday 	13 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon	14 Day 05  Valentine's Day	15 Day 06	16 Day 07
	Enter Original Time Cards				Enter Amendments		
	Approve Original Time Cards				Enter Original Time Cards		
	Approve Original Time Cards				Approve Original Time Cards		
	17 Day 08 Enter Amendments	18 Day 09 Washington's Birthday  President's Day Code 03 Holiday	19 Day 10	20 Day 11	21 Day 12	22 Day 13	23 Day 14
	Enter Amendments through noon Friday						
	Enter Original Time Cards		Approve Amendments after noon Tuesday				
	Approve Original Time Cards		Enter Original Time Cards				
	Approve Original Time Cards		Approve Original Time Cards				
PPd 2002 06	24 Day 01	25 Day 02	26 Day 03	27 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon	28 Day 05		
	Enter Original Time Cards				Enter Amendments		
	Approve Original Time Cards				Enter Original Time Cards		
	Approve Original Time Cards				Approve Original Time Cards		

*******SPECIAL NOTICE*******

- **Column Summary runs on a daily basis every hour on the hour from 4am to 9pm, except for days 04 and 05.**
- **Amendment Summaries run at noon and 5:30pm Tuesday through Friday during the 2nd week of the pay period.**

March 2002

IPPS Time Collection Schedule (Central Standard Time Version)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
PPd 2002 06						1 Day 06 <div style="border: 1px solid black; background-color: #f0f0f0; padding: 2px; margin: 2px;">Enter Amendments</div> <div style="border: 1px solid black; background-color: #e0f0ff; padding: 2px; margin: 2px;">Enter Original Time Cards</div> <div style="border: 1px solid black; background-color: #e0ffe0; padding: 2px; margin: 2px;">Approve Original Time Cards</div>	2 Day 07	
	3 Day 08	4 Day 09	5 Day 10	6 Day 11	7 Day 12	8 Day 13	9 Day 14	
	Enter Amendments through noon Friday							
			Approve Amendments after noon Tuesday					
	Enter Original Time Cards							
Approve Original Time Cards								
PPd 2002 07	10 Day 01	11 Day 02	12 Day 03	13 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon		14 Day 05	15 Day 06	16 Day 07
	Enter Original Time Cards			Enter Amendments				
	Approve Original Time Cards			Enter Original Time Cards				
				Approve Original Time Cards				
	17 Day 08	18 Day 09	19 Day 10	20 Day 11	21 Day 12	22 Day 13	23 Day 14	
Enter Amendments through noon Friday								
Approve Amendments after noon Tuesday								
Enter Original Time Cards								
Approve Original Time Cards								
PPd 2002 08	24 Day 01	25 Day 02	26 Day 03	27 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon		28 Day 05 Passover	29 Day 06 Good Friday	30 Day 07
	Enter Original Time Cards			Enter Amendments				
	Approve Original Time Cards			Enter Original Time Cards				
				Approve Original Time Cards				
	31 Day 08 Easter	  						
Enter Amendments								
Enter Original Time Cards								
Approve Original Time Cards								



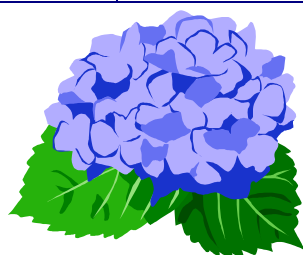
*****SPECIAL NOTICE*****

- **Column Summary** runs on a daily basis every hour on the hour from 4am to 9pm, except for days 04 and 05.
- **Amendment Summaries** run at noon and 5:30pm Tuesday through Friday during the 2nd week of the pay period.

April 2002

IPPS Time Collection Schedule

(Central Standard Time Version)

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday			
PPd 2002 08			1	Day 09	2	Day 10	3	Day 11	4	Day 12	5	Day 13	6	Day 14	
			Enter Amendments through noon Friday												
					Approve Amendments after noon Tuesday										
			Enter Original Time Cards												
			Approve Original Time Cards												
PPd 2002 09	7	Day 01	8	Day 02	9	Day 03	10		Day 04	11	Day 05	12	Day 06	13	Day 07
	Enter Original Time Cards				Enter Amendments										
	Approve Original Time Cards				Enter Original Time Cards										
					Approve Original Time Cards										
	14	Day 08	15	Day 09	16	Day 10	17	Day 11	18	Day 12	19	Day 13	20	Day 14	
Enter Amendments through noon Friday															
Approve Amendments after noon Tuesday															
Enter Original Time Cards															
Approve Original Time Cards															
PPd 2002 10	21	Day 01	22	Day 02	23	Day 03	24		Day 04	25	Day 05	26	Day 06	27	Day 07
	Enter Original Time Cards				Enter Amendments										
	Approve Original Time Cards				Enter Original Time Cards										
					Approve Original Time Cards										
	28	Day 08	29	Day 09	30	Day 10	 								
Enter Amendments through noon Friday															
		Approve Original Time Cards after noon													
Enter Original Time Cards															
Approve Original Time Cards															

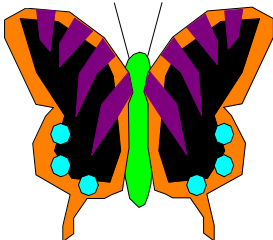

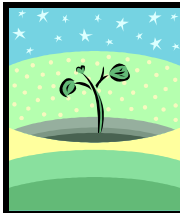
*****SPECIAL NOTICE*****

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- Amendment Summaries run at noon and 5:30pm Tuesday through Friday during the 2nd week of the pay period.

May 2002

IPPS Time Collection Schedule

(Central Standard Time Version)


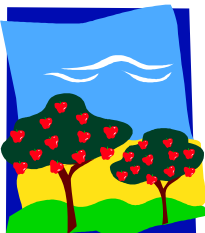
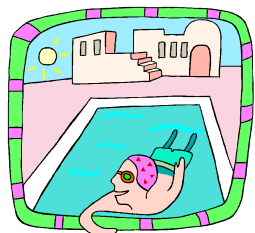





Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday			
PPd 2002 10							1	Day 11	2	Day 12	3	Day 13	4	Day 14	
							Enter Amendments through noon Friday								
							Approve Amendments								
							Enter Original Time Cards								
							Approve Original Time Cards								
PPd 2002 11	5	Day 01	6	Day 02	7	Day 03	8	Day 04	9	Day 05	10	Day 06	11	Day 07	
							Enter Time Cards by 11:00am	Enter Amendments							
							Approve Time Cards by noon	Enter Original Time Cards							
								Approve Original Time Cards							
	12	Day 08	13	Day 09	14	Day 10	15	Day 11	16	Day 12	17	Day 13	18	Day 14	
	Enter Amendments through noon Friday														
							Approve Amendments after noon Tuesday								
	Mother's Day						Enter Original Time Cards								
							Approve Original Time Cards								
	PPd 2002 12	19	Day 01	20	Day 02	21	Day 03	22	Day 04	23	Day 05	24	Day 06	25	Day 07
						Enter Time Cards by 11:00am	Enter Amendments								
						Approve Time Cards by noon	Enter Original Time Cards								
							Approve Original Time Cards								
26		Day 08	27	Day 09	28	Day 10	29	Day 11	30	Day 12	31	Day 13			
Enter Amendments						Enter Amendments through noon Friday									
						Approve Amendments after noon Tuesday									
						Enter Original Time Cards									
						Approve Original Time Cards									
Enter Original Time Cards						Memorial Day Code 03 Holiday									
Approve Original Time Cards															

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- Amendment Summaries run at noon and 5:30pm Tuesday through Friday during the 2nd week of the pay period.

June 2002

IPPS Time Collection Schedule (Central Standard Time Version)

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
PPD 2002 12								1 Day 14	
								Enter Original Time Cards	
								Approve Original Time Cards	
PPD 2002 13	2 Day 01	3 Day 02	4 Day 03	5 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon		6 Day 05	7 Day 06	8 Day 07	
	Enter Original Time Cards					Enter Amendments			
	Approve Original Time Cards					Enter Original Time Cards			
						Approve Original Time Cards			
	9 Day 08	10 Day 09	11 Day 10	12 Day 11	13 Day 12	14 Day 13 Flag Day 		15 Day 14	
	Enter Amendments through noon Friday								
	Approve Amendments after noon Tuesday								
	Enter Original Time Cards								
	Approve Original Time Cards								
	PPD 2002 14	16 Day 01	17 Day 02	18 Day 03	19 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon		20 Day 05	21 Day 06	22 Day 07
23 Day 08 Father's Day 			Enter Amendments						
			Enter Original Time Cards						
			Approve Original Time Cards				Approve Original Time Cards		
23 Day 08		24 Day 09	25 Day 10	26 Day 11	27 Day 12	28 Day 13	29 Day 14		
Enter Amendments through noon Friday									
Approve Amendments after noon Tuesday									
Enter Original Time Cards									
Approve Original Time Cards									
PPD 2002 15		30 Day 01							
	Enter Original Time Cards								
	Approve Original Time Cards								

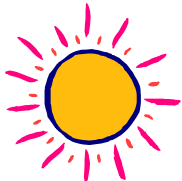


*****SPECIAL NOTICE*****

- **Column Summary** runs on a daily basis every hour on the hour from 4am to 9pm, except for days 04 and 05.
- **Amendment Summaries** run at noon and 5:30pm Tuesday through Friday during the 2nd week of the pay period.

July 2002

IPPS Time Collection Schedule

(Central Standard Time Version)

PPd 2002 15	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Day 02	2 Day 03	3 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon	4 Day 05  Independence Day Code 03 Holiday	5 Day 06	6 Day 07
		Enter Original Time Cards				Enter Amendments	
		Approve Original Time Cards				Enter Original Time Cards	
						Approve Original Time Cards	
	7 Day 08	8 Day 09	9 Day 10	10 Day 11	11 Day 12	12 Day 13	13 Day 14
	Enter Amendments through noon Friday						
			Approve Amendments after noon Tuesday				
	Enter Original Time Cards						
	Approve Original Time Cards						
PPd 2002 16	14 Day 01	15 Day 02	16 Day 03	17 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon	18 Day 05	19 Day 06	20 Day 07
	Enter Original Time Cards				Enter Amendments		
	Approve Original Time Cards				Enter Original Time Cards		
					Approve Original Time Cards		
	21 Day 08	22 Day 09	23 Day 10	24 Day 11	25 Day 12	26 Day 13	27 Day 14
	Enter Amendments through noon Friday						
			Approve Amendments after noon Tuesday				
	Enter Original Time Cards						
	Approve Original Time Cards						
	PPd 2002 17	28 Day 01	29 Day 02	30 Day 03	31 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon		
Enter Original Time Cards							
Approve Original Time Cards							


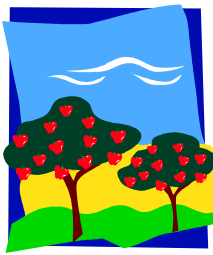
*******SPECIAL NOTICE*******

- Column Summary runs on a daily basis every hour on the hour from 4am to 9pm, except for days 04 and 05.
- Amendment Summaries run at noon and 5:30pm Tuesday through Friday during the 2nd week of the pay period.

August 2002

IPPS Time Collection Schedule

(Central Standard Time Version)

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
PPd 2002 17						1 Day 05	2 Day 06	3 Day 07
	Enter Amendments							
	Enter Original Time Cards							
	Approve Original Time Cards							
	4 Day 08	5 Day 09	6 Day 10	7 Day 11	8 Day 12	9 Day 13	10 Day 14	
	Enter Amendments through noon Friday							
			Approve Amendments after noon Tuesday					
	Enter Original Time Cards							
	Approve Original Time Cards							
PPd 2002 18	11 Day 01	12 Day 02	13 Day 03	14 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon		15 Day 05	16 Day 06	17 Day 07
	Enter Original Time Cards					Enter Amendments		
	Approve Original Time Cards					Enter Original Time Cards		
	Approve Original Time Cards					Approve Original Time Cards		
	Approve Original Time Cards					Approve Original Time Cards		
18 Day 08	19 Day 09	20 Day 10	21 Day 11	22 Day 12	23 Day 13	24 Day 14		
	Enter Amendments through noon Friday							
			Approve Amendments after noon Tuesday					
	Enter Original Time Cards							
	Approve Original Time Cards							
PPd 2002 19	25 Day 01	26 Day 02	27 Day 03	28 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon		29 Day 05	30 Day 06	31 Day 07
	Enter Original Time Cards					Enter Amendments		
	Approve Original Time Cards					Enter Original Time Cards		
	Approve Original Time Cards					Approve Original Time Cards		
	Approve Original Time Cards					Approve Original Time Cards		


*****SPECIAL NOTICE*****

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- **Amendment Summaries** run at noon and 5:30pm Tuesday through Friday during the 2nd week of the pay period.

September 2002

IPPS Time Collection Schedule

(Central Standard Time Version)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
PPD 2002 19	1 Day 08 Enter Amendments	2 Day 09  Labor Day Code 03 Holiday	3 Day 10 Enter Amendments through noon Friday	4 Day 11 Approve Amendments after noon Tuesday	5 Day 12	6 Day 13	7 Day 14 Rosh Hashanah
	Enter Original Time Cards		Enter Original Time Cards				
	Approve Original Time Cards		Approve Original Time Cards				
PPD 2002 20	8 Day 01 Enter Original Time Cards	9 Day 02 Approve Original Time Cards	10 Day 03	11 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon	12 Day 05 Enter Amendments	13 Day 06 Enter Original Time Cards	14 Day 07 Approve Original Time Cards
PPD 2002 21	15 Day 08 Enter Amendments through noon Friday	16 Day 09 Yom Kippur	17 Day 10 Approve Amendments after noon Tuesday	18 Day 11	19 Day 12	20 Day 13	21 Day 14
PPD 2002 22	22 Day 01 Enter Original Time Cards	23 Day 02 Approve Original Time Cards	24 Day 03	25 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon	26 Day 05 Enter Amendments	27 Day 06 Enter Original Time Cards	28 Day 07 Approve Original Time Cards
PPD 2002 23	29 Day 08 Enter Amendments	30 Day 09 Enter Original Time Cards	 				



*******SPECIAL NOTICE*******

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- **Amendment Summaries run at noon and 5:30pm Tuesday through Friday during the 2nd week of the pay period.**

October 2002

IPPS Time Collection Schedule

(Central Standard Time Version)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
PPd 2002 21			1 Day 10	2 Day 11	3 Day 12	4 Day 13	5 Day 14
			Enter Amendments through noon Friday				
			Approve Amendments after noon Tuesday				
			Enter Original Time Cards				
			Approve Original Time Cards				
PPd 2002 22	6 Day 01	7 Day 02	8 Day 03	9 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon	10 Day 05	11 Day 06	12 Day 07
	Enter Original Time Cards				Enter Amendments		
	Approve Original Time Cards				Enter Original Time Cards		
						Approve Original Time Cards	
	13 Day 08 Enter Amendments through noon Friday Enter Original Time Cards Approve Original Time Cards	14 Day 09  Columbus Day (Observed) Code 03 Holiday	15 Day 10	16 Day 11	17 Day 12	18 Day 13	19 Day 14
			Enter Amendments through noon Friday				
			Approve Amendments after noon Tuesday				
			Enter Original Time Cards				
			Approve Original Time Cards				
PPd 2002 23	20 Day 01	21 Day 02	22 Day 03	23 Day 04 Enter Time Cards by 11:00am Approve Time Cards by noon	24 Day 05	25 Day 06	26 Day 07
	Enter Original Time Cards				Enter Amendments		
	Approve Original Time Cards				Enter Original Time Cards		
						Approve Original Time Cards	
	27 Day 08	28 Day 09	29 Day 10	30 Day 11	31 Day 12		
	Enter Amendments through noon Friday						
	Approve Amendments after noon Tuesday				Halloween		
	Enter Original Time Cards						
	Approve Original Time Cards						






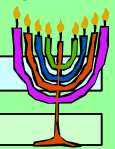
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November 2002

IPPS Time Collection Schedule

(Central Standard Time Version)

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday						
PPd 2002 23						1	Day 13	2	Day 14					
	Enter Amendments through noon													
	Approve Amendments													
	Enter Original Time Cards													
						Approve Original Time Cards								
PPd 2002 24	3	Day 01	4	Day 02	5	Day 03	6	Day 04	7	Day 05	8	Day 06	9	Day 07
					Election Day		Enter Time Cards by 11:00am Approve Time Cards by noon				Enter Amendments			
	Enter Original Time Cards								Enter Original Time Cards					
	Approve Original Time Cards								Approve Original Time Cards					
	10	Day 08	11	Day 09	12	Day 10	13	Day 11	14	Day 12	15	Day 13	16	Day 14
	Enter Amendments		 Veterans Day Code 03 Holiday		Enter Amendments through noon Friday				Approve Amendments after noon Tuesday					
	Enter Original Time Cards								Enter Original Time Cards					
	Approve Original Time Cards								Approve Original Time Cards					
PPd 2000 25	17	Day 01	18	Day 02	19	Day 03	20	Day 04	21	Day 05	22	Day 06	23	Day 07
							Enter Time Cards by 11:00am Approve Time Cards by noon		 Thanksgiving Code 03 Holiday		Enter Amendments			
	Enter Original Time Cards						Enter Original Time Cards							
	Approve Original Time Cards						Approve Original Time Cards							
	24	Day 08	25	Day 09	26	Day 10	27	Day 11			28	Day 12	29	Day 13
	Enter Amendments through noon Friday										 Hanukkah			
					Approve Amendments after noon Tuesday									
	Enter Original Time Cards													
	Approve Original Time Cards													


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December 2002

IPPS Time Collection Schedule

(Central Standard Time Version)

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
PPd 2002 26	1	Day 01	2	Day 02	3	Day 03	4	Day 04
					Enter Time Cards by 11:00am		Enter Amendments	
					Approve Time Cards by noon		Enter Original Time Cards	
							Approve Original Time Cards	
	8	Day 08	9	Day 09	10	Day 10	11	Day 11
PPd 2003 01	15	Day 01	16	Day 02	17	Day 03	18	Day 04
						Enter Time Cards by 11:00am		Enter Amendments
						Approve Time Cards by noon		Enter Original Time Cards
								Approve Original Time Cards
	22	Day 08	23	Day 09	24	Day 10	25	Day 11
PPd 2003 02	29	Day 01	30	Day 02	31	Day 03		

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